

FINANCE COMMITTEE MINUTES

MARCH 7, 2016

Present: Gerry Brayton, Bob Finnegan, William Dominguez, Tom Tracey, Christine Edwards, Kurt Kaiser, Maureen O'Sullivan, Bob Margerison, Jim Pennington, Brenda Payette (Administrative Assistant), Mary Lauria (Town Accountant), Evan Brassard (Town Administrator), Fire Chief, Laurent McDonald

Absent: Peter Fimognari

The meeting was convened at 7:00pm

CORRESPONDENCE:

None

BILLS TO PAY OR TO APPROPRIATE:

None

MEETINGS MEMBERS ATTENDED:

Mr. Finnegan attended the Capital Planning Meeting.

They reviewed various requests and came up with a tentative list of recommended projects totaling \$149,000:

- School-playground, key less entry and cameras, basketball hoops upgrade for compliance issues.
- Fire Department-five sets of turnout gear
- Police Department-radio communication
- Town Clerk-voting machines
- Cemetery-new lawnmower
- Council on Aging-computer based management system and two touch computers. Used to sign up for meals, activities. This will help capture services that are being used and will help when requesting grants. Total cost is \$7,500 they have raised \$3,500 to help offset the cost.

BUSINESS / NEW BUSINESS:

Financial Updates:

Mr. Brassard provided an updated Expense Expenditure Ledger, run date 3/7/2016

He did not hand out a new budget spreadsheet. Mr. Brassard said after the Fire Chief gives their department presentation, he will update the budget spreadsheet according to the direction FinCom wants to move in.

Mr. Brassard said that the School will give their presentation next week and he will have budget

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numbers after that.

7:15pm Fire Chief McDonald to discuss Fire Department budget:

Chief went through the Fire Department budget and provided explanation when needed:

fire computer service:

traditionally they spend more and have to take from other budget areas. This is for hose testing, ladder testing, pump testing- if they don't test the equipment it could impact the ISO insurance ratings.

AMB paramedic line item:

level services \$192,454

does not put personnel on salary study grid and does not provide 24/7 coverage from station

above level service option 1 request \$184,932

using current staffing configuration

above level service option 2 request \$242,640

restores full time position, uses 6 full time and 45 on call personnel working permanent and per-diem shifts

The Chief was asked if all firefighters were union. Chief said no, the only union person is the Admin Assistant.

The Chief was asked what option he would prefer, he said option 2 works the best.

Chief said by not adding the additional hours, this could impact their Ambulance License. By March 2017 must be on 24/7 paramedic coverage.

Finance Committee continued discussion:

Members said they would opt for option 2- the town expects the ambulance to show up in a timely manner when emergencies happen.

By not opting for option 2 - this doesn't allow the Chief to move forward with the ambulance service to the town.

FinCom asked Mr. Brassard to plug in option 2 numbers into the budget spreadsheet to see how things would work out. Should have the school budget numbers and pathfinder budget numbers soon to also plug into the budget spreadsheet.

Meeting was adjourned at 8:00pm

Respectfully submitted,

Brenda I. Payette

Administrative Assistant to the Finance Committee

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